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The Director of Central Intelligence

Washington, D.C. 20505

Resource Management Staff

DCI/RM 80-1958

24 September 1980

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MEMORANDUM FOR: [ ] Contracting Officer

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FROM:

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Chairman, [ ]

SUBJECT: Contractor Performance Evaluation (U)

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1. [ ] have worked for the past year on a study conducted on behalf of the Director of Central Intelligence. Because of the security clearances involved, neither [ ] were at all familiar with the substances of the study. Both quickly grasped the technical details involved and their performances were truly outstanding. (U)

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2. [ ] served as his company's project manager and directly supervised the other members of the contracting staff. His skill in working from a general statement of a problem, in analyzing the available data, and in synthesizing the results of that analysis enabled the team to move quickly and efficiently through its many sub-tasks. His ability to raise penetrating questions, to formulate complex alternatives, and to identify weaknesses in proposed methodologies were especially helpful. His written work and oral briefings gave concise expression to logical sequences of ideas and added significantly to the clarity of the study team's presentation. His critiques of other team members' work were insightful and always constructive. He planned his company's contribution to the team's efforts efficiently, frequently coming up with innovated approaches to various aspects of the problem. I came to respect and rely upon his judgment. Our task would have been immeasurably more difficult without him. (U)

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3. [ ] was asked to develop a methodology for evaluating a number of alternatives considered by the team. Not in twenty years in the computer business have I met a more highly skilled programmer, but [ ] talents go far beyond this. His analytical precision in defining each step, in constructing options, and in estimating the costs, benefits, and negative implications of the alternatives resulted in a high level of confidence being placed in the work of the team. His success in developing a cost model as part of the evaluation methodology resulted in untold savings in dollars and man-months of effort. He designed and wrote an executive summary of the team's report that received praise from senior level executives for its ability to convey a vast amount of complicated information in a concise, easily understood manner. [ ] ability to work independently, analyze complex problems, and propose a variety of possible solutions made him a uniquely valuable member of the team. (U)

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4. [ ] were rapidly able to adopt an approach to the analysis that was appropriate to the kinds of program and budget decisions that the study was designed to support. Indeed, their performance and that of their company could well be used as a model of effective contractor/government relations. (U)

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